

Solicitation AR11019

RGA (Grant) - Solar Photo Voltaic Systems

State of Utah



State of Utah

Bid AR11019 RGA (Grant) - Solar Photo Voltaic Systems

Bid Number AR11019
Bid Title RGA (Grant) - Solar Photo Voltaic Systems

Bid Start Date Aug 4, 2010 5:23:41 PM MDT
Bid End Date Sep 7, 2010 5:00:00 PM MDT
Question & Answer End Date Aug 4, 2010 5:30:00 PM MDT

Bid Contact Adrian Ruger
Purchasing Agent
State of Utah
801-538-3146
aruger@utah.gov

Contract Duration See Specifications
Contract Renewal Not Applicable
Prices Good for Not Applicable

Bid Comments This is a Request for Grant Application (RGA) for Public School Energy Efficiency as described herein. This is not a request for proposals or request for quotes that would result in the issuance of a contract by the State of Utah Division of Purchasing. All grant applications must be submitted in hard copy as instructed herein. DO NOT SUBMIT ELECTRONIC COPIES in the Bidsync system. The State of Utah Geological Survey (UGS), specifically the Utah State Energy Program, will be responsible for processing, evaluating, and issuing any grant resulting from the RGA. The Division of Purchasing will have no further involvement with the process once this RGA closes and the agency has received the applications.

NOTE: All questions about how to navigate in BidSync must be directed to BidSync at 1-800-990-9339. Questions specific to the grant program itself or to this solicitation must be directed to the UGS State Energy Program by emailing to Elise Brown at elisebrown@utah.gov. Questions cannot be submitted in BidSync.

Applicants who receive an announcement of this RGA via BidSync's standard cover sheet must disregard the part that talks about submitting responses electronically. As stated in the RGA document, the ONLY acceptable method of submitting applications is by certified mail to the Utah Geological Survey at the address provided in the RGA. REPEAT>>> Do not submit electronic applications in this BidSync program. Mail applications as instructed in the RGA!

Added on Mar 4, 2010:

This addendum is issued to clarify where to submit applications. As stated in the RGA document and above in the bid comments, your application must be submitted hard copy to the agency at the address provided in the RGA document. DO NOT submit applications electronically and DO NOT submit hard copies to the purchasing office. DISREGARD instructions on the coversheet to this solicitation that instructs you differently.

Item Response Form

Item AR11019-1-01 - Grant- Public School Energy Efficiency
Quantity 1 job

Prices are not requested for this item.

Delivery Location State of Utah
 Utah Geological Survey
 1594 West North Temple
 Ste 3110
 Salt Lake City UT 84116
 Qty 1

Description

Provide a program under a grant process for solar photo voltaic systems in accordance with the terms and conditions, including specifications, contained herein.

| Request for Grant Application | |
|---|---|
| Applicant Agency - Agency that will administer the project. Must be a legal entity. | |
| Name: <input style="width: 90%;" type="text"/> | Telephone #: <input style="width: 90%;" type="text"/> |
| Address: <input style="width: 90%;" type="text"/> | Fax#: <input style="width: 90%;" type="text"/> |
| City, State, Zip <input style="width: 90%;" type="text"/> | <input style="width: 90%;" type="text"/> |
| E-mail Address: <input style="width: 90%;" type="text"/> | Federal Tax ID#: <input style="width: 90%;" type="text"/> |
| Type of Entity: | |
| Charitable Foundation | <input type="checkbox"/> |
| For-Profit Corporation | <input type="checkbox"/> |
| Non-Profit Corporation | <input type="checkbox"/> |
| Partnership | <input type="checkbox"/> |
| Joint Venture | <input type="checkbox"/> |
| Sole Proprietorship | <input type="checkbox"/> |
| Limited Liability Company: | |
| Sole Proprietorship | <input type="checkbox"/> |
| Partnership | <input type="checkbox"/> |
| Professional Corporation | <input type="checkbox"/> |
| Government Agency | |
| <input type="checkbox"/> | |
| Project Director - Person administratively responsible for the project, employee of Applicant Agency. | |
| Name: <input style="width: 90%;" type="text"/> | Telephone #: <input style="width: 90%;" type="text"/> |
| Address: <input style="width: 90%;" type="text"/> | Fax #: <input style="width: 90%;" type="text"/> |
| City, State, Zip <input style="width: 90%;" type="text"/> | <input style="width: 90%;" type="text"/> |
| E-mail Address: <input style="width: 90%;" type="text"/> | <input style="width: 90%;" type="text"/> |
| Financial Officer - Applicant agency's employee in charge of accounting, funds management, verification and financial reports. | |
| Name: <input style="width: 90%;" type="text"/> | Telephone #: <input style="width: 90%;" type="text"/> |
| Address: <input style="width: 90%;" type="text"/> | Fax #: <input style="width: 90%;" type="text"/> |
| City, State, Zip <input style="width: 90%;" type="text"/> | <input style="width: 90%;" type="text"/> |
| Remittance Address: <input style="width: 90%;" type="text"/> | |
| City, State, Zip <input style="width: 90%;" type="text"/> | |
| <input style="width: 90%;" type="text"/> | |

Authorized Representative's Signature - Please have the person authorized to enter into binding agreements on behalf of the applicant agency read the paragraph below and sign where indicated;

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Signature | Title | Date |

Utah State Energy Program
Request for Grant Application

Grant for Solar Photovoltaic Systems

Solicitation # AR11019

ISSUE DATE: August 4, 2010
APPLICATION DUE: September 7, 2010

Background Information

The Utah State Energy Program (USEP) operates as a unit of the Utah Geological Survey. The USEP receives funds from the U.S. Department of Energy (DOE) to promote energy efficiency and renewable energy within Utah. Currently the USEP is receiving DOE funding under the American Recovery and Reinvestment Act.

The American Recovery and Reinvestment Act (ARRA) was enacted for the following purposes:

- to preserve and create jobs and to promote economic recovery,
- to assist those most impacted by the recession,
- to provide investments needed to increase economic efficiency by spurring technological advances in science and health,
- to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits, and
- to stabilize state and local government budgets in order to minimize and avoid reductions in essential services and to minimize and avoid counterproductive tax increases.

Purpose of Application

The USEP is offering grants to corporate and non-profit entities with locations in Utah for assistance in the development of new solar photovoltaic projects. Government-owned or project leased to government facilities leased facilities are not eligible to apply. In addition, other ARRA funded solar projects are not eligible under this project.

Eligible project applications must be at least 200kW in generating capacity (DC rated nameplate), have a gross install cost of less than \$8.00/Watt, and demonstrate ability to secure cash or financing for the remainder of the project cost. Individual grants will be the lesser of \$2 per Watt (DC) or 35% of total project cost with the total award not to exceed \$1,000,000.00.

This document details the submission requirements for the proposed solar photovoltaic project. Projects proposals are to be submitted by **10:00 AM, September 7, 2010**. Awards will be announced by September 20, 2010. Awarded projects must be complete within 9 months from the notification date of award.

Number of Awards and Award Amounts

The USEP intends to award 4-10 projects for this RGA. An award will be the lesser of \$2 per Watt (DC) or 35% of total project cost with the total award not to exceed \$1,000,000.00.

Leveraging of Funds

All applicants are required to match USEP grants funds. The USEP award cannot equal more than **35%** of total the project costs. Other ARRA funds cannot be used as leverage (excluding the ARRA authorized Federal Grant in lieu of ITC).

Eligible Applicants

The following entities may submit applications for grants:

- Utah registered business with at least one physical building location in Utah,
- Utah licensed 501(c) (3) non-profits with at least one physical building location in Utah,
- System must provide power only to the applicant's physical facility and cannot generate more than the facility consumes on an annual basis.

Any contractor/entity that has been involved in Davis-Bacon Act fraud reporting over the last three years is ineligible to receive this grant.

ARRA Compliance:

Grantees will need to comply with all the rules and requirements under the American Recovery and Reinvestment Act (ARRA).

Those requirements include, but are not limited to:

- **NEPA** The National Environmental Policy Act (NEPA) requires that all Federal agencies consider the potential environmental impacts of their proposed actions before making decisions. This is called a NEPA review. The Applicant needs to provide information to the USEP about the proposed project and its potential environmental effects. It is most helpful to provide as much information as is available with the application. The USEP will contact the Applicant when additional information is needed to complete the NEPA review process. If the Applicant provides sufficient environmental information at the beginning of the process, the USEP can complete NEPA review more quickly. Depending on the particular proposal, project details needed by the USEP could include, but are not limited to:
 - size and type of technology to be used,
 - description of the proposed project location, and description of any expected land disturbance,
 - identification of potentially affected historic properties or sensitive resources,

- and assurance that any waste will be properly recycled or disposed. See http://apps1.eere.energy.gov/state_energy_program/doe_guidelines_nepa.cfm for examples of SEP project descriptions.

Projects may be chosen by USEP that will not require additional NEPA processes, e.g., an Environmental Assessment (EA) or an Environmental Impact Statement (EIS).

- **State Historic Preservation:** Prior to the expenditure of federal funds to alter any structure or site, the Applicant is required to comply with Section 106 of the National Historic Preservation Act (NHPA). Section 106 applies to historic properties (45 years or older) or sites that are listed/eligible for listing, adjacent, or within, the National Register of Historic Places. The USEP will conduct a historic review of the proposed location and will consult with the State Historic Preservation Officer (SHPO) to make a determination on the historic and/or cultural impact on the site as well as surrounding sites.

Projects may be chosen by USEP that will not require additional SHPO processes, e.g., extensive historic/cultural studies and/or mitigation.

- **Davis-Bacon:** The Davis-Bacon Act requires all contractors and subcontractors to pay laborers and mechanics employed on a covered contract (grants funded by the American Recovery and Reinvestment Act of 2009) wages and fringe benefits determined by the Secretary of Labor to be prevailing for corresponding classes of employees engaged on similar projects in the locality. The Davis Bacon Act (DBA) is applicable to contracts of the United States in excess of \$2,000 for the construction, alteration, and/or repair (including painting and decorating) of public buildings or public works. Section 1606 of the Recovery Act extended the DBA wage and reporting requirements to “all projects funded directly by or assisted in whole or in part by the Recovery Act.

An applicant awarded a USEP grant will have to pay a certified predetermined wage listed on the USEP website at http://geology.utah.gov/sep/stimulus/sep_formula.htm.

An applicant will have to provide a weekly certified payroll to the USEP. Document can also be downloaded at http://geology.utah.gov/sep/stimulus/sep_formula.htm.

An applicant not complying with DBA requirements will not be eligible for the USEP grant.

- **Buy American Provision:** The Buy American Provision in the Recovery Act (section 1605 of Title XI), directs that, subject to certain exceptions, no funds appropriated or otherwise made available for a project may be used for the construction, alteration, or repair of a public building or public work unless all the iron, steel, and manufactured goods used are produced in the United States. Public building or public work means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands of the United States; State and local governments; and multi-State, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works.

An applicant awarded a USEP grant will have to supply Buy American compliant Solar PV components if the project is located on a government-owned building or property, or a privately-owned building/property leased/rented to a government entity.

Buy American compliance is defined as a product is assembled (manufactured) in the United States; system components or sub-components may come from other countries. The products that will need to be considered for a solar PV system include:

- Solar module
- Inverter
- Racking

Projects not providing Buy American compliant materials will not be chosen by the USEP or an applicant awarded a USEP grant may not be reimbursed if the project materials are considered by USEP as not meeting the Buy American definition.

Submission of Application

Please submit your application via Certified Mail, FedEx, UPS, etc. Please send one electronic copy (on a cd) and six (6) hard copies of the application. Applications must be received at the Utah State Energy Program/Utah Geological Survey no later than 5:00 p.m. on Tuesday, September 7, 2010. Applications can be sent via post or hand delivered to:

Post:

Utah Geological Survey
Utah State Energy Program
Attn: Elise Brown
P.O. Box 146100
Salt Lake City, UT 84114-6100

**Fed Ex/Priority Mail and
Hand deliveries:**

Utah Geological Survey
Utah State Energy Program,
Attn: Elise Brown
1594 W. North Temple
Ste #3110
Salt Lake City, UT 84111

Regardless of the standard language that may appear on BidSync, DO NOT submit electronic applications via the BidSync system. Applications submitted in this matter will not reach the Utah Geological Survey in a timely manner, and will not be considered by the UGS.

The application packet must be postmarked by the Application Due Date as stated at the top of this RGA. Applications postmarked any later than this date will be disqualified and will not be reviewed.

Only written questions about this RGA will be answered. A Frequent Questions Document will be posted to the USEP website at http://geology.utah.gov/sep/stimulus/sep_formula.htm. Address questions to Elise Brown, Utah State Energy Program, and email to elisebrown@utah.gov.

Terms and Conditions

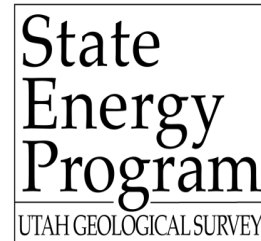
Organizations receiving awards will be required to enter into a Grant Agreement with USEP that specifies project details, terms, and conditions of the grant that are consistent with this RGA. Funding will be on a reimbursement basis.

Application and Format

Supporting documents to the application form must be in Arial font, 12 point, double-spaced and organized in the following way:

1. Application form (below)
2. Shading analysis
3. Site diagram & required supporting documentation
4. Itemized bids/contract
5. System schematic
6. Cost proposal and budget. Supporting documentation (supporting letter from institution(s)) demonstrating secured cash, financing, leasing for the project remainder should be included in this section.
7. Statement of work and timeline (start, interim milestones, final).

UTAH RENEWABLE ENERGY GRANT APPLICATION



APPLICANT INFORMATION

Business Name _____

Requested Grant Amount \$ _____

Contact Name _____

Mailing Address _____

City, State, Zip _____

Phone _____

E-mail _____

Address of Energy System (if different than mailing address) _____

Has the applicant been approved for other grants for this project? ☐ Yes ☐ No

If yes, what is the total amount of the rebate? \$ _____

Does the system capacity exceed the building load? ☐ Yes ☐ NoWill this system be ground-mounted? ☐ Yes ☐ No If yes, will it be on previously disturbed land (*parking lot, lawn, retention pond, etc.*)? ☐ Yes ☐ NoIs the property over 45 years old OR within or adjacent to a historical preservation district? ☐ Yes* ☐ No

* The application will be subject to approval by the Utah State Historical Preservation Office (see instructions)

PROPOSED CONTRACTOR OR DEVELOPER

Business Name _____

City, State, Zip _____

Mailing Address _____

Expiration Date: _____

Tax ID Number # _____

Phone/Email _____

DUNS Number _____

PROPOSED INSTALLER

Check here if same as contractor or developer _____

Installation contractors and lead installers must possess current Utah licensure S200, as well as NABCEP certification or equivalent experience installing Solar PV systems.

Business Name _____

City, State, Zip _____

Mailing Address _____

Expiration Date: _____

Utah DOPL S200 License # _____

Phone/Email _____

Certification Category: _____

Is lead installer NABCEP Solar PV certified? ☐ Yes ☐ No NABCEP# _____

If the installer is not NABCEP certified, please describe experience working with Solar PV:

CONFIGURATION, INSTALLATION AND COST

Solar Photovoltaic Panels

Solar Panel Manufacturer _____
 Solar Panel Model # _____
 Warranty _____
 California Go Solar approved? Y/N
 Panel output, Watts _____
 Number of panels _____
 Total system capacity _____ kW

Inverter

Inverter Manufacturer _____
 Inverter Module # _____
 Warranty _____
 California Go Solar approved? Y/N
 Power rating, kW/AC _____
 Number of inverters _____

System

Type: (circle one) Fixed Seasonal Single Axis Dual Axis
 Array tilt angle (if fixed) _____ degrees
 Azimuth (degrees from true north) _____ degrees

Cost

Gross cost per Watt (DC) _____
 Requested Amount _____

DECLARATION

The undersigned warranted, certifies and represents that: (1) the information provided in this form is true and correct to the best of my knowledge; and (2) if approved, the installation will meet all Utah Renewable Energy Tax Credit rule requirements. *Incomplete and/or unsigned applications may be returned without being processed.*

Signature _____
Applicant (original signature required)

Signature _____
Installer (original signature required)

Print Name _____

Print Name _____

Date _____

Date _____

Included: ☐ Itemized Bid/Contract ☐ Site diagram ☐ Schematic diagram
☐ Solar shading analysis (PV) ☐ System description form

RGA # _____ Requirements:

| | |
|--------------------------------------|---|
| Complete Application Package | All supporting documentation must be provided |
| Eligible installation contractor | Contractors must hold current licenses S200 license issued by the Utah Department of Licensing as well as a NABCEP certification or be able to demonstrate similar experience with Solar PV installations and design. |
| Eligible system configuration | System design and installation must be compliant with Utah State Tax Credit rules. |
| Compliance with Terms and Conditions | Self Explanatory. |

Complete Application Package

1. Application

All fields in the Grant Application Form must be completed, and the application submitted with original signatures.

2. Shading analysis

Your installation contractor must provide a shading analysis in the form of a paper sun-path diagram or an electronic shade analysis, which shows the sun's route through the sky for every month of the year and every hour of the day. The diagram must demonstrate that the proposed location is free of shade at least two-thirds of the total daylight hours each day. The diagram may be the product of a Solar Pathfinder, SunEye, or a similar tool.

3. Site diagram

The site diagram must be printed from a CAD or mapping program. It must show the true north orientation of the site, location of streets and alleys, and clearly indicate where the renewable energy system will be installed on a structure or other location on the property. All sites will need to undergo a NEPA or/and SHPO review by USEP/DOE. This does not necessarily mean that the project will have to complete an environmental impact statement, rather a simple review to see if further analysis is needed. For this reason, if the proposed system is located on a building more than 45-years old and/or undisturbed ground (Greenfield), please provide complete documentation to support the approval by NEPA/SHPO review, including:

- Summary letter of the project describing the physical aspects of the solar project;
- Aerial photo of the area (Google Earth or similar software may be used to obtain this at 50-meter resolution) or USGS 7.5 minute topographic map denoting the location of the project;
- Clear and current photographs of the site showing site location and view from the North, South, East, and West;
- Drawings, plans and/or specifications pertaining to the proposed project
- Other documentation that would assist in the NEPA/SHPO review.

4. System diagram

The system diagram should be detailed enough to enable USEP staff to distinguish all major system components and understand how the system operates.

5. Cost Proposal and Budget.

List all costs on the Itemized Cost Proposal form below. Financial letters of commitment or documents demonstrating access to funds for the remaining project amount are required or they will not be considered in the application evaluation process. This section shall be no more than 3 pages. Any leveraged funds must provide supporting documentation.

6. Statement of Work

Provide a statement of work with a timetable for deliverables that can be used to monitor progress. Timetable should use a weekly format, e.g., week 1, week 2, etc.

7. Commitments (*1 page max per commitment, though you are free to combine them into fewer pages.*) Please include the following:

- A commitment that this funding will be used to create a new project, and will not supplant or replace any other non-ARRA funding.

- A commitment that laborers and mechanics on projects funded directly by or assisted in whole or in part by and through funding appropriated by the ARRA will be paid wages at rates not less than those prevailing on projects of similar character in the locality as determined by subchapter IV of Chapter 31 of title 40, United States Code (Davis-Bacon Act). For guidance on how to comply with this provision, see <http://www.dol.gov/esa/whd/contracts/dbra.htm>.
- A commitment that the Utah Governor's Assurance Letter, and all commitments contained therein, will be upheld. This letter can be viewed at <http://www.recovery.utah.gov/docs/Governor-ARRA-Certification-Sec-410.pdf>.

Reporting Requirements:

Reporting will be required with a minimum frequency of monthly, quarterly and annual reports and may be requested more frequently. Reporting requirements, metrics, and/or timetables may be altered at the request of any state or federal agency.

In addition to the required Davis-Bacon Act reporting required in this RGA, the following information will also be required at a minimum frequency of monthly reports, and may be requested as frequently as weekly reports:

- DUNS number (If you do not have a DUNS number, one can be attained at: http://www.dnb.com/US/duns_update/)
- Job creation (narrative)
- Number of jobs created
- Number of jobs retained
- Total federal ARRA expenditure
- Total federal non-ARRA expenditure
- Total non-federal expenditure
- Total infrastructure expenditure
- Infrastructure rationale

It is likely that the following information will be required in quarterly reports. (Reporting requirements and timetables may be updated at the request of state or federal agencies.):

- number of participating contractors
- the number of jobs created
- the number of jobs retained
- energy (kWh/therms/gallons/BTUs/etc.) saved
- capacity of renewable energy installed and renewable energy generated
- greenhouse gas emissions reduced (CO₂ equivalents)
- energy cost savings
- funds leveraged

Annual reports will likely be a summary of all information for the year as well as narrative evaluation of the program.

Additional information or metrics may be required and the required reporting metrics may be updated per the requests of the U.S. Department of Energy or other federal or state agencies. Information which may be required to report upon could include (but is not limited to):

- Who is receiving ARRA dollars and in what amounts?
- What projects or activities are being funded with ARRA dollars?

- What is the completion status of such projects or activities and what impact have they had on job creation and retention?

Any updates, changes, or guidance pertaining to reporting will be communicated to the contracted entity by the USEP and the contracted entity will be required to comply with all reporting requests.

Questions

Please send questions to Elise Brown via email to elisebrown@utah.gov.

Question and Answers for Bid #AR11019 - RGA (Grant) - Solar Photo Voltaic Systems

OVERALL BID QUESTIONS

There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.